WASHINGTON COUNTY
PUBLIC SAFETY COMMITTEE

Sheriff's Department April 2, 2012
West Bend, WI 8:30 a.m.

Present: Brian Bausch, Joseph Gonnering, Philip Laubenheimer, Dennis Myers, and Gerald Schulz.

Also present: Sheriff Dale Schmidt, Chairperson Herbert Tennies, Administrative Coordinator Doug Johnson, Clerk of Circuit Court Theresa Russell, County Clerk Brenda Jaszewski, Deputy Finance Director Paul Labonte, Emergency Management Coordinator Rob Schmid, Medical Examiner Bob Posont, Lieutenant Bruce Theusch, and Chief Deputy County Clerk Linda Doro.

Chairperson Gonnering called the meeting to order at 8:30 a.m. and read the Affidavit of Posting.

MINUTES
Moved by Mr. Myers, seconded by Mr. Bausch to approve the March 5, 2012, minutes as presented. Motion carried.

EVIDENCE/STORAGE BUILDING PROJECT UPDATE
Appearance: County Engineer Scott Schmidt, Foundation Architect Craig Eide, and Facilities Manager Dave Loomans
Mr. Schmidt presented a progress report of the hill removal. Mr. Schmidt distributed a revised cost estimate summary and alternative bid options. Mr. Eide reported a plan, with two options, was submitted to the City of West Bend for review and approval. Option 2 includes the masonry and the overhang. The revised cost estimate of the base bid is approximately $795,957 and includes a holding tank with plumbing for future connection to the sewer. Mr. Schmidt reported the Committee should be aware the City of West Bend is not in favor of a holding tank and sanitary sewer should be the first alternate to consider. The Committee reviewed the five alternative bid options and eliminated alternate option 4 for the masonry and wainscoting on the east side of the building from the list of alternative bid options. The Committee discussed and approved adding one additional bay, at a cost of approximately $87,000, as an alternative bid option #6.

EVIDENCE/STORAGE BUILDING - AUTHORIZE THE SOLICITATION OF BIDS
Appearance: County Engineer Scott Schmidt, Foundation Architect Craig Eide, and Facilities Manager Dave Loomans
Moved by Mr. Bausch, seconded by Mr. Myers to authorize the solicitation of bids for the evidence/storage building, including the alternate bid options #1, 2, 3, 5, and 6. Motion carried.

EMERGENCY MANAGEMENT REPORT
Mr. Schmid reported Homeland Security grant funds may be used to install an emergency generator in the Fair Park Ziegler building and to purchase a mobile video conference system for the Sheriff's Department EOC training room. Mr. Schmid distributed Sections 6, 8, 11, 18, and 19 of the updated Emergency Plan for Committee review and consideration.

CLERK OF COURTS VIDEO CONFERENCING UPDATE
Ms. Russell distributed a handout for 2012 Video Conference hearings. Total estimated savings for year 2012 is $18,360.

CLERK OF COURTS TRANSFER REQUEST
Moved by Mr. Myers, seconded by Mr. Laubenheimer to approve the transfer of $9,359.40 from the 2011 Family Court Commissioner Other Professional Services, Mediation Services, Legal Publication and Subscription accounts to the 2011 Clerk of Courts Guardian Ad Litem-Probate, Attorney Fees, and Guardian Ad Litem-Juvenile accounts. Motion carried.

MEDICAL EXAMINER OFFICE REPORTS
<u>Staffing</u>
Mr. Posont reported the Chief Deputy Medical Examiner will be returning to work on April 4, 2012.

<u>Staff Training</u>
Mr. Posont reported two staff members are at the Wisconsin Coroners and Medical Examiners Association (WCMEA) conference in Appleton for training. Monthly meetings and trainings are still ongoing.

Caseload Summary Update
Mr. Posont distributed and reviewed the first quarter activity report for 2012.

Waukesha Autopsy Protocol Update
Mr. Posont reported as of today, there are approximately 39 autopsy protocols still outstanding.

CONSIDERATION AND POSSIBLE ACTION ON MEDICAL EXAMINER IS REQUEST
Moved by Mr. Schulz, seconded by Mr. Bausch to approve the purchase of the Coroner ME case management subscription and maintenance, Chief Deputy phone upgrade, laptops for the Medical Examiner, Chief Deputy, and deputies, and three docking stations for an approximate cost of $8,100. Motion carried.

RECORDS MANAGEMENT SYSTEM PROJECT
Sheriff Schmidt reported staff continues to meet with Pro-Phoenix on the implementation of the software.

CAPITAL PLAN 2013-2018 DISCUSSION
Sheriff Schmidt presented the current and new items he is proposing in the Sheriff's Department Capital Improvement Program for 2013-2018. Sheriff Schmidt discussed upgrading the 911 system. The department was notified in the fall of 2011 that the current equipment will reach the manufacturer's end of life March 1, 2015. At that point, no maintenance agreement will be in place and support will be only to the best efforts. The Department could purchase new equipment at a cost of approximately $250,000 to $450,000 or lease with full support at approximately $100,000 per year. This change will switch the equipment from analog to IP based and makes it capable to interface with Next Generation 911 services for the future. Funding for the purchase option could come from the Tower Revenue account, Capital Plan, or General Fund. Funding for the lease option would most likely require operating budget funds and could be staged by utilizing the Tower Revenue account funds over a three to five year plan. Sheriff Schmidt will bring back the plan for further consideration at the next meeting.

SHERIFF'S REPORTS
Staffing
Sheriff Schmidt reported there is one vacancy in Corrections, Communications and Patrol, and there is one deputy still off for non-worked related injuries.

Jail Population
Sheriff Schmidt reported for the month of March, the average daily adult inmate population was 254.65, the Huber daily average was 135, the electronic monitoring daily average was 7.94, and the juvenile daily average was 10.97, with 9.45 of those being borders.

Courthouse Security
For the month of March, there were 5,536 visitors to the Justice Center.

Fatalities
Sheriff Schmidt reported for the month of March, there was one fatality.

Communications
Sheriff Schmidt reported for the month of March, Dispatch received 1,671 wireless 911 calls, 228 landline 911 calls, and 3,422 administrative calls.

NEXT MEETING DATE
The Public Safety Committee will tentatively meet on Monday, May 7, 2012, at 8:30 a.m.

ADJOURNMENT
Moved by Mr. Laubenheimer, seconded by Mr. Bausch to adjourn the meeting at 11:11 a.m. Motion carried.

Brenda J. Jaszewski, County Clerk